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DOI- 05888-85

4 DEC 1985

MEMORANDUM FOR: Deputy Director for Administration

FROM: Robert M. Gates
Deputy Director for Intelligence

SUBJECT: Space Requirements for Television Production

REFERENCE: A. Memo from DDA, Same Subject, DDA 85-2108/10,
Dated 19 November 1985

B. Memo from D/OMPS/DI, Space; Dated
12 December 1984

1. Television production in the Directorate of Intelligence (DI) is, and always has been, consolidated. The DI Television Center is now housed in 2,000 square feet of Headquarters space. A year ago we identified to the Director of Logistics, our need for 4,400 square feet for TV production (Ref. B). That requirement still stands and we have concluded that the space must be in the Headquarters building. Experience with the TV Center located outside Headquarters was totally unsatisfactory. I understand fully the scarcity of Headquarters space today but am optimistic that, with the new building and out-placement of other elements, you can meet this need in 1987-88.

2. Space requirements for the DI TV Center, documented conservatively at about 4,400 square feet, break down as follows:

- 3,200 square feet for a production facility (see attachment for weight-load and other special requirements).
- 1,200 square feet for program development and pre-production activities.

3. These requirements remain constant based on no programmed growth in staffing or responsibilities of the Television Center. As per your request (Ref. A) the requirements are for TV-production space and do not deal with non-production, TV-related activities of the Office of Central Reference.

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5. I look forward to your findings.



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Robert M. Gates

Attachment:
As Stated



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Attachment

ATT

January 3, 1985

NAME OF EQUIPMENT	SQ. FT.	WEIGHT (LBS.)	POWER (AMPS)	SPECIAL REQUIREMENTS
PRODUCTION CONTROL ROOM	400			2-Level Floor Air Conditioned Dimmable Lights Director/Client Area
MONITOR RACK	(50)	2500	60	CUSTOM BUILT
PRODUCTION CONSOLE	(64)	1000	20	CUSTOM BUILT
AVC SWITCHER CONSOLE	(12)	150	5	Fits into Production
" " MAINFRAME		1000	20	Console
3M D8800 KEYBOARD		60	10	OPERATORS STATION
Power Supply		400	20	MAINFRAME EQUIPMENT
Camera	6	60	10	LIGHT TABLE/COPY STAND
AUDIO CONTROL ROOM	250	1200	40	Equipment & Mixer are one unit. Dimmable lights Computer Flooring ACOUSTICALLY ISOLATED
Includes Announce Booth				
3/4-INCH EDITING SYSTEM	150	3000	40	Air Conditioned Operators Console Director/Client Area Dimmable lights Computer Flooring Contiguous but isolated from other operations
Operators Station				
Equipment Racks, Etc.				
1-INCH EDITING SYSTEM	250	3600	100	Air Conditioned Operators Console Director/Client Area Dimmable lights Computer Flooring Contiguous but isolated from other operations
4 - 1-inch VTR's				
2 1/2-inch VTR's				
Controller, Monitors, Keyboard, Etc.				
FILM CHAIN SYSTEM	80	2000	15	Mounted on Steel Base Near-Clean Room
Camera Unit, Control, Projectors, Monitors				

NAME OF EQUIPMENT	SQ. FT.	WEIGHT (LBS.)	POWER (AMPS)	SPECIAL REQUIREMENTS
PRODUCTION AREA Used for Studio	300	1500	150	Level Vibration-Free Floor, Ceiling must accomodate lighting grid, High-Power is required for TV Lights, Air Conditioned
MAINFRAME/TECH CENTER 12 6' Racks contain: Power Supplies, Camera Controls, Mainframes, Patch Panels, Etc.	240	9000	240	Computer Flooring
MAINTENANCE SHOP	240	2000	80	Isolated from other areas, VM Terminal, Workbenches, Cable Racks, Signal Connection to other areas
VIEWING ROOM	180	2500	40	Overhead TV Projection System, Dimmable Lights, Overhead Audio Monitors, Air Conditioned, Must be separate from Production Area
TAPE STORAGE	280	10000	60	40-Amps at 110VAC 20-Amps at 220VAC Temperature and Humidity controlled, Dust-free room, VM Terminal
EFP STORAGE Remote Gear Storage	100	2000	40	Walls to support heavy shelving
OFFICE SPACE 3 Offices	300	4000	60	3 VM Terminals
PERSONNEL AREA	350	2000	60	VM Terminal, Signal connection to production area
TOTALS	3,202 sq. ft.	23.9 tons	1,070 amps	

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Distribution:

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1 - DDI
1 - DI Registry
1 - D/CPAS
1 - CPAS TV Center
1 - D/OCR
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S E C R E T

DD/A Registry
85-210810

19 NOV 1985

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Science and Technology

FROM: Harry E. Fitzwater
Deputy Director for Administration


SUBJECT: Space Requirements for Television Production

REFERENCES: A. Memo from DDCI, Inspection Report on Television
Production in CIA, ER 85-3682, dated 24 September 1985

B. Memo from IG, Inspection Report on Television
Production in CIA, IG 85-700, dated 27 September 1985

1. Mr. McMahon recommends in Reference A that each Directorate consolidate its own television production centers. Space is undoubtedly a factor in accomplishing this. In accordance with Recommendation 4 of Reference B, please provide me by 29 November 1985 with your Directorate's requirements, existing and additional, for television production space.

2. I will then provide the resulting aggregate space requirements to Directorate of Administration staff elements for review and costing. Subsequently, I will get back to you with our findings.


Harry E. Fitzwater

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